

November 28, 2005

Dear _____:

Education Standards and Practices Board would like to take this opportunity to notify you as a new elementary teacher for the school year 2005 – 2006 of the need to complete two tests. These tests, *Praxis II 10011 Elementary Education: Curriculum, Instruction, and Assessment* with a cut score of 158, and the *Praxis II 30522 Principles of Learning and Teaching: Grade K-6* with a cut score of 162 must be successfully completed this school year. If you have had previous contracted teaching time, there will not be a need to complete these two tests. Contact Beverly Sandness at 701.328.9645, if this is the case.

You will need to register for the two Praxis tests at <http://www.ets.org>. Together the two tests will cost approximately \$200. When you register, they might state registration is full, if so, please contact the ND University where you want to take the test. Contact names, e-mail addresses, and/or phone numbers are available on our website.

Study Guides and Tests-at-Glance are available on the <http://www.ets.org> website. The Study Guides are approximately \$30 apiece. The Tests-at-Glance are free to download.

As an elementary teacher that must be considered Highly Qualified, you are eligible to receive funding from your local school district to cover this cost. Please contact your local administrator for further information on funding issues. The following dates will help you determine when to take the necessary tests:

| TEST DATE | REGISTRATION DUE | SCORE REPORTS |
|-----------------|------------------|-------------------|
| January 7, 2006 | December 8, 2005 | February 7, 2006 |
| March 4, 2005 | February 2, 2006 | April 4, 2006 |
| April 29, 2006 | March 30, 2006 | May 30, 2006 |
| June 10, 2006 | May 11, 2006 | July 11, 2006 |
| August 5, 2006 | July 6, 2006 | September 5, 2006 |

You will need to submit your test scores to the Education Standards and Practices Board prior to the beginning of the school year 2006-2007. If you have any questions or concerns, please feel free to contact us.

Sincerely,

Janet Placek Welk
Executive Director

Cc: